

United States Department of the Interior
Bureau of Land Management
California State Office
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November 4, 2005

In Reply Refer To:
1220 CA944 (P)

EMS TRANSMISSION: 11/4/05
Instruction Memorandum No. CA-2006-007
Expires: 09/30/07

To: DSDs, Staff Chiefs and Branch Chiefs
From: Deputy State Director, Support Services
Subject: Review of CA Instruction Memoranda

DD: 12/2/05

Attached is a list of CA Instruction Memoranda, with an expiration date of 9/30/2005, issued by each Division. Instruction Memoranda may be extended for one year only. Pertinent, ongoing instructional material should be rewritten in the form of a manual supplement, or initiate a new Instruction Memorandum. Information pertaining to this procedure may be obtained from the State Records Manager. Information Bulletins are self-expiring and may not be extended.

Indicate, in the left margin of each attached sheet, which Instruction Memoranda, with an expiration date of September 30, 2005, you wish to extend. A response, directed to Richard Erickson, is due no later than December 2, 2005 or no directives issued by your office will be extended.

Signed by:
Karen Barnette
DSD, Support Services

Authenticated by:
Richard A. Erickson
Records Management

1 Attachment
1 – Directives Listing (4 pp)